

REPORT TO THE COUNTY EXECUTIVE FIRST QUARTER, 2011

RECREATION & ADMINISTRATIVE SERVICES

The Recreation and Administrative Services Department submits the following report for the 1st quarter of 2011:

- Met with Netsource One to discuss Bay County disaster recovery and active directory modifications.
- Met several times throughout this first quarter with Air Advantage and MERIT representatives along with Mike Durnaczyk, 1st District Bay County Commissioner, Bay City Public Schools and City of Bay City staff to discuss the Google fiber for communities project.
- Participated in conference call with selected Bay County staff regarding HIPAA Security Services Project.
- Met with staff to review the IP address needed for VIO Point regarding the HIPAA project.
- Attended the Tyler MUNIS fleets & facilities web ex session, and began the work order implementation process.
- Interim administration within the Information System Division.
- Met with Bay 3 TV staff to discuss concerns of the TV 3 budget.
- Met with purchasing agent to discuss audit findings.
- Met with new Homeland Security Solution Area Planners.
- Met with County Executive regarding offering assistance to City and Township officials that do not currently have a website.
- Met with Civic Arena staff to discuss ice time vs. soccer.
- Attended several meetings throughout this first quarter with Spicer group representatives regarding Pinconning Park grant for improvements and additions, as well as land acquisition.
- Met with Humane Society and Animal Control staff to follow up on previous meetings to discuss ways to work together towards increasing animal adoptions.
- Met with Finance and ISD staff to discuss the Crystal Reports direction and progress to date.
- Met with Animal Control and 911 Director regarding a dog bite incident.
- Met with Executive staff regarding vicious dog ordinance.

- Met with union and personnel staff regarding the community service worker/inmate program.
- Met with BAYS and recreation staff regarding the Community Center Pool operations.
- Met with Emergency Management representatives regarding new functional needs services and ADA guidelines for emergency shelters.
- Met with Finance and purchasing agent to discuss county cell phones.
- Annual meeting with Housing Rehab representatives to discuss any possible program changes and review program.
- Met with Personnel Director to discuss steps taken if strong enough storm appears that may have the potential of shutting down County operations.
- Participated in the interview process for the ISD Software/Hardware technician position, filled by Nicholas Percy.
- Attended the 2011 Michigan Recreations and Parks Association conference in Traverse City with Buildings and Grounds Superintendent.
- Met with Finance and Purchasing Agent to discuss the Munis vendor self serve module.
- Participated in the part time Homeland Security Accountant position interviews.
- Attended the State of the Community Luncheon meeting.
- Met with Commissioner Coonan to discuss and introduce him to his role on the Bay 3 TV board and quarterly meetings.
- Met with Finance and Recreation staff regarding recreation financials.
- Met with Law Enforcement representatives regarding the Regional Information Coordinator position.
- Met with Bay County Emergency Manager and perspective Davenport University student interested in participating in a Bay County internship within the Information Systems Division.
- Re-convened the user group meetings.
- Attended the Bay 3 TV quarterly partners meeting.
- Participated in the walk through conducted at the Civic Arena by MMRMA regarding the latest concern with carbon monoxide levels at local arenas.
- Participated with the Health Department's Health Educator/Assistant PIO interviews.

- Hosted the Vulnerability and Critical Infrastructure TEEX training seminar at the Bay City Doubletree Hotel.
- Participated in a working session with MSP-EMHSD staff and Regional Homeland Security staff to update our Regional Homeland Security Strategy Plan.
- Attended the FY2011 Roll Out session conducted by the MSP-EMHSD staff.
- Participated in the Community Preparedness and Participation Committee ad hoc functional needs team.
- Conference call with John Cherry of DNR to discuss the progress of our Pinconning Park grant application.
- Meeting to discuss the Bay County Civic Arena business plan.
- Met with administration regarding 2011 budget cuts.
- Met with Homeland Security and ISD staff to discuss the project request submitted by Bay County ISD.
- Attended a MS Outlook demonstration given by ISD staff.
- Meeting regarding dry floor marketing of the Bay County Civic Arena.
- Met with ISD staff to discuss customer services concerns.
- Met with Finance and Purchasing Agent to discuss county credit cards.
- Participated in the Incident Management Team table top exercise and "lessons learned" presentation by the Bay City officials.
- Meeting to discuss incorporating or having a separate web portal for Regional Homeland Security.
- Budget discussion continuation.
- Attended the 2011 Michigan Pet Fund No Kill Shelter Conference in Ann Arbor with Animal Control Manager.
- Met with Dow Chemical representative regarding a possible volunteer project grant for recreation improvement in Bay County.
- Attended developmental meetings regarding the placement of delinquent tax information on the county web site; Copier/Scanner; Bay 3TV partnership meetings; Department Directors; Quadrant; Tyler MUNIS Committee meetings; Incident Management Team

meetings; Homeland Security Team meetings; Region 3 Homeland Security Grant Board; R3HSPB Committee meetings; Recreation staff meetings; Recreation and Administrative Service Staff meetings, and RAS division head meetings.

Animal Control

Shelter Animals

Animal intake 309 cats, 345 dogs, and 11 other species. The first quarter total intake was 665 animals.

- 46 cats, 100 dogs, and 2 other species were adopted. Total adoption from the shelter for the first quarter were 148 animals
- 9 cats and 41 dogs were claimed by their owners.
- 261 cats and 207 dogs were euthanized.

We are still seeing many animals being turned over to the shelter due to economic hardship. The animal rescues have been filled to capacity also and due to this we are seeing that a lot of animals are being "dropped off" along the road or in neighborhoods.

Field Activity

The officers were called out on 876 various field calls. The following is a summary of the calls the officers have been out on:

- 142 of the calls were for loose and aggressive animals.
- 49 of the calls were for animal bites.
- 68 of the calls were for animal pick up.
- 77 of the calls were for barking complaints
- 281 of the calls were for loose animal complaints.

We continue to place our adoptable animals on the Bay 3TV, Petfinders.com, the Bay County Website, and the Bay City Times. We are working with Dr Musselman, who is an instructor at the Skill Center. She has sterilized 14 animals so far this year for people who have adopted from the shelter. Her class will be sterilizing 8 more before May. To help with increasing the adoption of dogs from the shelter we now have information boards attached to each kennel so people have access to information on the dog and as to when it will be up for adoption. It has helped increase interest in many of the dogs that were up for adoption. In addition we continue to work with the Humane Society. Most recently we worked together in a "Adopt a Pet" day at Soldan's Pet store. This generated additional interest in the adoption of pets from our shelter.

As of mid February 2011 we have been taking census as to the amount of individuals visiting our shelter on a daily basis. There have been a total of 2230 visitors that have signed in for our census since February 9, 2011. This number is actually higher due to the fact that some people did not sign in if there were a lot of people at the counter. The following is the break down per month of visitors per business days:

- February 9, 2011 through February 28, 2011 : 933 visitors with an average of 71 visitors per day.

- March 1, 2011 through March 31, 2011: 1297 visitors with an average of 56 visitors per day.

With spring weather upon us we anticipate these numbers to greatly increase.

Buildings & Grounds Division

- Sprinkler heads and pipes that froze and burst in County Building repaired
- 8th floor war room equipment moved and storage room completed
- Roof antenna's set in place for necessary upgrade for Central Dispatch-911
- Civic Arena – Concession/Snack area remodel – new counter top installed
- Civic Arena – Domestic re-circulating pump installed
- Fairgrounds – Bids accepted and awarded for Grandstand Roof demolition
- Juvenile Home – Wind Turbine erected and in process of being commissioned
- Animal Control – Rebuilt 2 toilets and installed water saving fill valves
- Jail – new steam heat exchanger installed by county staff
- Maintenance staff did a lot snow plowing and removal at all facilities
- New electrician hired
- Civic Arena Energy Management Systems completed
- LED light fixtures were installed inside and outside several facilities
- All facility back-flow meter testing has begun

Homeland Security

- The Region 3 Homeland Security Planning Board (R3HSPSB) is meeting on a monthly basis. The main goal has been to purchase equipment that the R3HSPB has prioritized. We have purchased equipment for Communications, First Responder Safety and Critical Infrastructure Protection.
- The PSIC grant is moving forward. The Bay County tower work is moving forward and has about completed. Some funds in this grant have been moved from projects to the 800MHz radio project. Purchase reqs have been issued for radios & gateways.
- The FY08 HSGP for \$3,485,750 and the FY08 CCP for \$67,234 have been allocated by the committees and the R3HSPB and MSP/EMHSD have approved Project Justifications. Purchase reqs are being submitted and PO's released. These grants end 5/31/11.
- The FY09 HSGP is for \$3,376,729 and the FY09 CCP is for \$41,523. The R3HSPB allocated these monies to the committees and Project Justifications have been submitted to and approved by MSP/EMHSD. ACJ's have been approved by the R3HSPB and are being submitted to MSP. Some purchasing has begun.
- Bay County is acting fiduciary for the FY2009 Interoperable Emergency

Communications Grant in the amount of \$104,010. ACJ's have been submitted to and approved by MSP/EMHSD. Purchase reqs have been created for First Responder radios.

- The FY10 HSGP is for \$3,148,167, the FY10 IECGP is for \$93,543. The agreement for the HSGP grant has been received, signed and returned.

Housing Rehabilitation

- Conducted a "meet and greet" with Bay Area Housing, Inc., Finance and MSHDA
- Continued meetings with Corporation Counsel concerning homeowner issues
- Prepared Mortgage Discharges for three properties
- Attended the Bay Area Housing Board meeting as the Bay County representative
- Multiple meetings with the Finance staff to review new procedures
- Registered for the 2011 Michigan Conference on Affordable Housing
- Notified that the Federal Home Loan Bank funds are now available and registered for a webinar concerning the administration of the program
- Created a spreadsheet to consolidate the tracking of the 2010 -2012 grant expenditures

Information Systems Division

- Hired Nick Percy for the position of Hardware and Software Computer Technician in February of 2011.
- New World Redundancy system had a complete file backup.
- The County Online Payment System (COPS) is in the final stages of completion from NetSource One and will need Bay County personnel to incorporate into the daily functioning of receiving payments via the web payment system..
- The Help Desk has reported 73 current open work orders and projects. During the first quarter 892 works orders were opened. A total of 868 work orders have been closed in the first quarter. The total number of work orders include projects that have a duration for completion beyond the SLA for the closure of open tickets.
- The Merit and Air Advantage connectivity at the Bay County location is in the final stages of agreement and installation. The funding for this entire endeavor is through the Stimulus Recovery Act that allocated funding to both Merit Networks and Air Advantage.
- The WAR room was completed and is available for training. Additional network cables were ran to enhance network access.
- VM WARE Viewer has been purchased (20 thin client terminals and 20 licenses for testing and discovery of functionality). One terminal has been placed in the probate area with no known issues. Three devices are in the War room for further testing of all potential applications.
- Business objects enterprise server for Crystal reports viewing online with scheduling and automated features is now available for MUNIS financial reporting functions.
- The wireless project for the courts has been installed and completed. Rollout to all potential users continues until completion.

- The user group has met for discussion on Active Directory limitation and potential avenues to allow specific functions (i.e. Disk Frag) have taken place and a resolution is being developed from Net Source One.
- The user group has been involved with the Microsoft Outlook product for comparison of the desk top version of Outlook features versus that of the Web Access features of Outlook. A trial group is in the process of utilizing both methods and further discussion will take place on the final resolution moving forward with the Outlook roll out.
- Assistance with the new generator installation at the Bay County building.
- A number of Crystal Reports have been developed and placed in production for use by the Financial department via the MUNIS finance application.
- An upgrade to the JIS court system was applied to the production environment.
- Assisted with the implement of the Electronic File transfer (EFT) that was implemented by the County Treasurer and the financial department.

Purchasing

Bids Prepared:

- Emerald Ash Borer Treatment
- Gladwin South Tower Structure
- Gladwin South Tower Radio System

Bids Awarded:

- Civic Arena Vertical Axis Turbine (re award)
- Center Ridge Arms CCTV and Replacement Lighting Project
- Genesee County Generator

Bids Released:

- Emerald Ash Borer Treatment

Other Items:

- Attended various meetings regarding the above RFP's/RFQ's
- Prepared Journal Entries for credit card allocation
- Assisted various departments and vendors with purchasing questions
- Prepared monthly invoices for: cell phones, phones, credit card and waste removal
- Completed monthly reports for credit card spend and vehicle mileage
- Met with the Finance Department concerning the audit and year end close
- Met with Homeland Security to discuss open 2010 purchase orders
- Met with Office Max concerning annual business review
- Met with Staples regarding office supply opportunity

- Trained Shawn LeMere as purchasing back-up
- Met with Waste Management representative for business review
- Attended a training webinar about the new EFT payment method
- Attended a meeting concerning EFT questions and duties
- Met with the Finance and Health Departments concerning 2010 purchase orders
- Attended a meeting concerning an upcoming Emergency Management exercise
- Met with American Express about procurement card opportunities
- Met with ServPro to discuss a possible review of the County buildings to assess clean up needs in the event of an emergency
- Closed 2010 purchase orders
- Attended a meeting to discuss and then revised of the cell phone reimbursement procedures
- Prepared an office supply analysis
- Prepared Bid Management module training for departments

Recreation

Golf Course

The golf course is off to a slow start this season. The weather has been less than ideal thus far. Year to date we have had only 1 golfing day (golf day= at least 50 degrees and no rain). With that being said we are set up for what hopes to be a good season once the weather does break. The following is what we are looking forward to this season:

- Christmas Sale at the Pro Shop was successful. More people are realizing we are open during the holidays
- All leagues have rebooked from last year and will be starting within the next week or two.
- Outing business is prospering and we have many outings already on the books.
- The tournament schedule is out and posted on our website.
- The Course is helping a fund raiser for the pool by donating a round of golf and individuals can buy a card which the money will go to the pool budget.
- Additional 12 golf carts that were needed for leagues and outings last year are being revisited for this year. We can either lease them for the season or purchase them. There is a possibility of purchasing some used carts to fulfill our needs.
- Developing a 5 year plan for equipment purchases for the future.

All in all we are prepared for the season to begin!

Civic Arena

The Civic Arena has just finished with its busiest season of the year which consists of the Hockey Association, High School Hockey, Adult League, Women's League, Delta College, Figure Skating, Dry Floor events, etc. Here are some things that have been happening at the Arena:

- Dry Floor – we hosted the Annual Home Builders Show which was a success. The amount of vendors for the show was down with large part being the economy and the fact that the Arena was cold last year. 2 new heaters were installed and the temperature was in the 70's. That made the Association happy.
- Dry Floor – Shipshewana on the Road just had their show and they were happy with the results. The numbers were down slightly from last year, but the vendors seemed to sell more. They agreed to rebook for 2012.
- Dry Floor – In the next week we will be hosting the Picadilly Circus. We are excited to see what the circus brings to the Arena
- We are helping the pool with a fundraiser by donating a family skate with the proceeds going to the pool budget.
- Delta College's Hockey Team dissolved during the middle of the season due to budget constraints, however it looks like they will be coming back next season.
- We are removing the arcade from the Arena and turning that area into the new Community Room. With that being said we are converting the current Community Room into a weight room. We have some very nice equipment stored at the Fairgrounds from the purchase from the YWCA which could not all fit in the Community Center. We are looking forward to this being a success.
- Our annual tournaments were down in numbers again this season, however this is an industry trend. Many tournaments have even been eliminated from Arena's schedules. WE are looking at ways to revamp the schedule to entice teams to play.
- The Hockey Association just voted on new Board Members and we are working closely with them to try and get their numbers back on track. They have been a large part due to a decrease in our sold ice time.
- We have addressed the issue played in the media about the possibility of carbon monoxide getting players sick from the use of zambonis and edgers in Ice Arenas. We did testing, did some research, spoke with Terry VanDorn from MMRMA and have developed a game plan to address the issue. Our numbers were within the acceptable amount.
- The large doors exiting the Olympic Rink are being increased to 15 feet so we have the ability to bring in RV shows and other events in the future. Our current door did not meet the clearance needed to bring in these vehicles.
- We are in talks with a group of soccer leaders that are looking at bringing in turf to one of the arenas. This will be explained after discussions become more detailed.

Community Center

The Community Center has been the headline of the newspaper over the winter talking about the future of the pool, its programs, etc. We have been working diligently to continue offering these recreation activities to the community. The following have been the hot topics:

- The Board of Commissioners recently approved the purchase of a new gym floor which will be paid by the basketball and volleyball players over a period of time.
- The summer recreation program was eliminated in November due to the budget cuts, but was reinstated at the most recent Board Meeting. After we found out the program was eliminated, we had many calls from parents showing their concern. We then felt like we should run the program being self sufficient so it would still be an offering. We

received positive feedback from parents. Just before this was going to be presented to the Board a decision was made to offer the program as is and reevaluate all community center programs at the end of this year.

- The pool will be re-opened this season. All maintenance issues will be minimal. We will operate the pool as usual. We put together a future maintenance plan that would show what updates will be needed in the near future. However, the pool has been saved for another year.
- A group of individuals including the BAYS swim club and County Leaders are brainstorming and looking for ways to boost revenue and entice the community to once again start utilizing the beautiful pool we have.
- The weight room has continued to be a success with memberships and usage continuing to climb. There are talks on expanding the size of the room to accommodate its demand.
- The Men's Basketball League just finished up and while they were down around 10 teams this season they still had 604 players.
- The Women's and Coed Volleyball Leagues finished up as well keeping steady numbers at 594 players.

Community Center Weight Room Usage

	Employees	General Public	Retirees	TOTAL
February	72	803	47	922
March	76	1252	50	1378
TOTAL	148	2055	97	2300

* Please note due to employee illness, January numbers are not available at this time.

The Community Center is a important part of recreation to the community and we are continuing to find ways to keep our programs operating and being there for our community.

CORPORATION COUNSEL

During the first quarter of 2011, the Department of Corporation Counsel/Risk Management continued to draft and review agreements. Corporation Counsel appeared at 2 court hearings on behalf of the County Treasurer in his role as Foreclosing Governmental Unit after preparing pleadings for this annual duty. The suit against Blue Cross/ Blue Shield of Michigan due to undisclosed fees included in administrative services contracts over several years progressed. Several grant agreements and amendments have required review. Reviewing and responding to a large number of Freedom of Information Act requests to various County offices continued to occupy many staff hours. In addition, assistance was provided to legal needs of the Region 3 Board for Homeland Security through Bay County's role as fiduciary.

ENVIRONMENTAL AFFAIRS & COMMUNITY DEVELOPMENT

Director's Report (L. Ogar)

Community/Economic Development Work Activity

- Lead the coordination of the Great Lakes Bay regions largest energy users, (Dow, Dow Corning, Hemlock SC, Public Transit, and municipalities) and energy generators (Bay City Light and Power, Consumers, Midland Generation) in the development of the Regional Energy Efficiency and Conservation Strategy. Held a public meeting at the SVSU for over 100 people attending, served as facilitator for the active discussion. Worked on finalizing strategy for regional presentation and adoption.
- Invited presenter at the Bay Area Chamber of Commerce Community and Economic Development Council for an informational update with historical background and accomplishments of the Saginaw Bay Coastal Initiative (SBCI) a regional effort lead by the Bay County Executive and County Commissioners.
- Prepared necessary grant amendments and extension requests to the Michigan Department of Energy, Labor, and Economic Development (DELEG) for the two (2) Bay County Energy Efficiency Community Development Block Grants. These requests were approved.
- Worked with the Bay County Department of Water and Sewer on invoices and grant reimbursable expenses for the new biogas digester and boiler as part of the expansion at the wastewater treatment facility. This portion of the DWS project is part of the Energy Efficiency projects through DELEG, and costs are used as match, with a portion fo the project funded with grant dollars.
- Assisted in the preparation of conceptual background documentation for the Gypsy Moth Suppression Program (RFP) contract for the treatment of qualified ash trees to control EAB.

Environmental Affairs Work Activity

- Was notified that grant proposal to the Bay Area Community Foundation for the Septic Revolving Loan fund was awarded \$14,000.
- Participated in the teleconference: Great Lakes Opportunities in Year Two of the Great Lakes Restoration Initiative, a Great Lakes Restoration Initiative (GLRI) workshop and follow up meetings to review and determine a suite of priority Saginaw River/Bay AOC projects that we would like to see implemented on a fast track (i.e., within the GLRI timeframe).
- Invited speaker at the Saginaw Bay Resource Conservation and Development Council celebration: 20 years of success in the Saginaw Bay Watershed. As part of the celebration breakout sessions were held to highlight the positive things that have been done in the past or that are currently being worked on. The Saginaw Bay Coastal Initiative was awarded the first annual award for Sponsor of the Year for Bay County's regional coordination efforts that led to the www.migreatbay.com website.
- Continued Reporting and grant tracking/administration of the two (2) EECDBG energy grants.
- Asked by NOAA and Wayne State University to participate (at no cost) as a local partner

in the Michigan Sea Grant requesting pre-proposals for research projects that address a range of coastal issues in Michigan. The program will award grants of up to \$75,000 per year for projects of up to two years' duration, beginning in February 2012. Researchers from any accredited university in the state of Michigan are eligible to apply as Principal Investigators. Projects teams are not limited to university researchers. Researchers are encouraged to develop a proposal about one of the issues described in the request for pre-proposals (RFP):

- Challenges to delisting Areas of Concern
- Muck and algal blooms in Saginaw Bay
- Michigan's underdeveloped aquaculture industry
- Risks associated with climate change
- Challenges to the full utilization of Michigan's coastal navigation system
- Challenges to a sustainable Great Lakes fishery

The project will involve the muck and algal blooms in Saginaw Bay.

Applied for a NOAA grant to address muck removal demonstration project in nearshore waters.

Geographic Information Systems (GIS) (D. Westbury / D. Englehardt)

During the first quarter of this year, the staff of the GIS Program has been busy with the following activities:

- Began correction of Bay County Parcels to highly accurate Remonumentation Section Corner GPS data. Adding parcel annotation data and other parcel mapping information. This project is a joint effort with the Bay County Equalization Department.
- Completed the updating of various GIS data layers to the 2010 aerial photography including streams and drains, lakes, roads, addresses, and others.
- Updates and transfer of baygis.org searching capabilities to BS&A Web based public search.
- Acquired 2010 Census Data for review and ArcGIS Redistricting tool for the beginning of Reapportionment.
- Continued work towards updates to 9-1-1 CAD mapping system.
- GIS Tech Support for: Equalization, Drain Office, Board of Commissioner office, Health Department, Gypsy Moth, Emergency Services, Townships, Cities and others.
- Miscellaneous GIS request by private individuals.
- Compiled departmental approvals for the Esri Software (ArcGIS) Maintenance.
- Initiated discussions with Midland and Saginaw GIS and Emergency Management staff to pursue a three county data sharing agreement regarding GIS data for emergency management needs should they arise.
- Finalized the quality control, acceptance and payment on the 2010 Digital Orthophotography and working on delivery and final reimbursement from USGS.
- Initiated discussions with various City of Bay City staff regarding better sharing of GIS data and services.

Gypsy Moth Program (A. Wallace)

During the first quarter of this year, the staff of the Gypsy Moth Program has been busy with the

following activities:

- The majority of Staff time has been spent in preparation for treating trees to protect them from Emerald Ash Borer attack. Data entry on the more than 3800 ash trees was completed and an Request for Proposals requesting bids for the 2011 Emerald Ash Borer Treatment Project was issued and modified. Results are pending after the April 1, 2011 RFP opening. Maps of all ash trees on Publicly held lands in Bay County were also developed from the Ash Tree Inventory and will be further refined for use by the City of Bay City, other public entities and the successful application firms.
- Staff attended 8 web seminars concerning the emerald ash borer(EAB) and other invasive pests that are becoming an issue in Michigan. The range of topics included EAB research updates, pesticide usage for homeowners and professionals, woodlot management, Asian Longhorn Beetle, Hemlock wooly adelgid and an overview of Invasive Forest Pests and Diseases in Michigan. The Program Coordinator also attended the Michigan Mosquito Control Association (MMCA) annual conference February 1st -34th to learn about pesticide regulation changes in the NPDES permitting system that may affect the ability of the program to treat gypsy moth populations and other pest populations that build up near waterways.
- Educational materials and presentations were also updated as new materials became available.
- The Program Coordinator also assisted with the preparation of the LED Grant report, payroll and other Departmental activities due to the long term absence of the department's secretary.

Mosquito Control (T. Putt & Staff)

During the first quarter of this year, the staff of the Mosquito Control Program has been busy with the following activities:

- Here in mid-Michigan, March typically brings the infamous last snowfall of winter, but this year it happened April 3rd with rainy, sleety, slushy precipitation totaling 1.5 inches! At least we are all hoping that's the last of the white stuff! As it stands, water levels are a little higher than average, but much closer to what we like to see in woodlots, which makes planning for the spring aerial campaign and finding larvae a much easier task.
- Since announcing that applications were being accepted for seasonal employment, we have been diligently interviewing to fill seasonal technician jobs for the 2011 season. While we have received over 100 applications, about two-thirds of employees from last season are returning. This has been the trend for the past several years. The current economy keeps experienced staff returning to us!
- The 2011 Program Plan was compiled in February, followed by hosting the Mid-Michigan Technical Advisory Committee meeting on March 2. The comprehensive community outreach program plan was submitted to MDA, while papers typically filed with MDNRE for approval authorizing mosquito control in surface waters are still pending. Depending on what MDNRE requires, filing papers for Rule 97 compliance will most likely take place in April.
- Control material bids were opened in January with prices seeing slight changes compared to 2010 with permethrin actually seeing a significant cost reduction. A switch to Biomist 4 + 4 ULV will take place this summer. Our fixed wing aerial contract has been renewed for an additional two years.

- Staff continues to update training materials, attend customer service presentations, watch AMCA webinars, revamp presentations that will soon be broadcast on our local Bay 3-TV, order supplies, continue with maintenance projects, and send announcements to media and government offices in preparation for the upcoming season. Office staff is busy sending and receiving no spray, medical, and long-driveway notices and just finished shoring up scrap tire drive plans for the summer.
- We'll continue to watch with interest NPDES and contact our U.S. Senators to ask for their support of legislation spelling out that mosquito control does not need Clean Water Act permits! Hopefully, we will all be successful in that endeavor. In the meantime, we look forward to a successful 2011 season!

Transportation Planning Division (D. Engelhardt)

During the first quarter of this year, the staff of the Transportation Planning Division has been busy with the following activities:

- Complete 2010 HPMS Data and Traffic Count Data and developed the 2011 traffic count list for Bay City, Essexville and the Bay County Road Commission.
- Started the process for an Asset Management Plan for Bay County Road Commission.
- Attended training of the Internet Reporting Tool.
- Attended the PASER Training for road Rating.
- Planning for hosting the upcoming ADA meeting in Bay City.
- Maintain the Transportation Planning Website.
- Continued Modifications and amendments to TIP maps and eTIP.

Attended regular meetings for:

- Riverwalk/Railtrail
- BCATS Tech and Policy Committees
- Attended monthly Michigan Transportation Planners Association meetings in Lansing.
- Closed out BCATS audits for fiscal years 2006 and 2007.
- Held BCATS Technical and Policy Committee meetings.
- Published the BCATS Annual Ad in the Bay City Times.

EQUALIZATION

- Finalizing Sales Studies and Appraisal Studies and publishing the tentative equalization ratios in the newspaper.
- Met with State Tax Commission District Representative as to our yearly sales/appraisal studies. His recommendation is to use ours versus their limited studies.
- Review Register of Deeds recordings, checking for full or partial coverage of parcels and print pertinent documents for Assessors.
- Assign new parcel numbers on split or combined properties, write those descriptions and update the Equalization Maps, as well as the GIS parcel layer.

- Assisting in updating GIS parcel layer for new parcels and parcel corrections.
- Assisting in reconfiguring the GIS parcel layer to fit newly acquired remonumentation coordinates for a more precise fit.
- Assisting Township/City Officials, attorneys, title researchers and individual property owners with assessment and legal description questions.
- Redrafting problem portions or entire sections of the Equalization maps.
- Working with Township/City Assessors after the Board of Review to finalize their Assessed and Taxable Values.
- Adding new reports & removing old reports from the Equalization web pages on the internet.
- Reviewing older sales in our database and updating them to show corrected information on the Property Tax Query.
- Preparing the Equalization Reports for the Bay County Board of Commissioners.
- After approval from the Board of Commissioners, the final values will be submitted to the State Tax Commission.

FINANCE DEPARTMENT

- Implemented EFT processing in Accounts Payable.
- Preparing for 2010 audit in anticipation of early issuance.
- Jill McKeon joined staff the in Accounts Receivable.
- Verified asset conversion in test data base.
- Attended MGFOA GASB Update.
- Followed-up on OLD outstanding invoices in the Juvenile Home and received confirmation of future payment.

HEALTH DEPARTMENT

Administration

The Health Department is continuing work on its Strategic Plan. Quality Improvement and Assurance training sessions are being planned for early 2011 and two workgroups are being formed to address Employee Recognition and Involvement, as well as Employee Engagement.

The Health Department and Division on Aging (DOA) continue to work with Bay-3 TV to implement the yearly programming calendar. All Health Department Divisions/Programs and the Division on Aging Programs are presenting items for broadcast on Bay 3-TV. During the fourth quarter, the following Health Department segments were presented:

January:

ARRA Tobacco Program presents the video: "Unnatural Causes Video " (This is the acclaimed documentary series broadcast by PBS which highlights the root causes of socio-economic and racial inequities in health.)

February:

Health Screening Program presents the video: Jamie Fox-HIV/AIDS

Health Screening Program presents the video "Hepatitis C Defined"

March:

Hearing & Vision will air previously taped segment regarding screening services provided by certified technicians in all Bay County schools, Day Cares, and Head/Preschool. Subject areas include hearing and vision tests, otology clinic referrals, and monthly clinics held at health department.

Health Screening Program presents the video: "Hepatitis and Your Liver"

Health Screening Program presents the video: "Hepatitis Defined"

BCHD's Maternal Infant Health Program staff to discuss the services offered to support pregnant women and families with infants throughout pregnancy and until the child is three years old

Meetings/Trainings attended by Health Director:

- Board of Commissioner and various Board Committee Meetings
- Monthly Health Department Staff Meetings
- Bi-Monthly Health Department Management Team Meetings
- Monthly Department Head Meetings
- Monthly Michigan Association of Local Public Health (MALPH) Board meetings in Lansing, and participated in MALPH's State/Local Preparedness Workgroup, the Accreditation Quality Improvement Process (AQIP) Workgroup, and the Governance Workgroup
- Monthly Human Services Collaborative Council (HSCC) Board and Steering Committee Meetings
- Quarterly Bay Health Plan Board Meeting
- Michigan Emergency Management Association (MEMA) Summit
- Meetings Bay Regional Medical Center and United Way regarding Bay County Community Health Assessment Project
- Met with VIOPOINT Consultant regarding HIPAA Security Review
- Annual MLK Celebration at the Michigan Department of Community Health
- E-Grants Training Webinar
- Teleconference with Mitchell and McCormick (M&M) regarding software upgrade implementation
- Meeting with Finance Department regarding indirect cost allocation
- Meeting regarding Incentive Program for Electronic Medical Records
- Meetings with M&M and ISD staff regarding use of new technologies in the Health

Department, i.e., signature pads, netbooks, etc.

- Conducted interviews for Health Educator-Community Health Analyst position
- Met with SVSU regarding partnering with them to perform qPCRs testing as part of GLRI grant deliverables
- Attended Accreditation Standards Review Committee Meetings
- Attended ISD User Group Meetings

Children'S Special Health Care Services (CSHCS)

- Marilyn Laurus, R.N., Mary Jo Braman, R.N. and Judy McGee, CSHCS representative participated in a teleconference through MDCH for Children's Special Health Care Services (CSHCS).
- Judy McGee participated in a teleconference for CSHCS.
- Mary Jo Braman, R.N., attended a meeting for Systems of Care for Children with Developmental Disabilities.
- Mary Jo Braman, R.N. attended the CSHCS new employee orientation training in Lansing.

During this quarter, seven (7) clients received a Level One Nursing Plan of Care and two Care Coordination Level Two services were provided.

Communicable Disease (CD) Division

- Susan Guc, CD and HIV/STD nurse, attended the following:
- East Central Infection Control Meeting at St. Mary's Medical Center, Saginaw
- Epidemiology and Epi Capacity Workgroup, Lansing
- East Central Infection Control Meeting at St. Mary's Medical Center, Saginaw

The CD nurse investigated a total of 171 reportable disease and animal bite reports for this quarter. Of those, the following were confirmed: 40 animal bite reports, 1 Campylobacter, 2 Chickenpox, 3 Hepatitis B chronic, 4 Hepatitis C (chronic), 5 Influenza, 1 Viral Meningitis, 1 Bacterial Meningitis, 10 Norovirus, and 7 Streptococcus pneumonia (invasive).

Division on Aging

- The Movie and Lunch Series at Alice & Jack Wirt Public Library continued with programs held January 12 (50 people), February 9 (60 people), and March 29 (rescheduled due to the March 23 snowstorm) (60 people).
- A celebration for Martin Luther King, Jr., Day was held on January 13 at Rainbow Center at the Canteen, with 41 persons attending.
- A dinner/theatre program, Barnum, was held on March 16 in collaboration with Essexville Garber High School; 127 persons attended this program.

- Joe Loree provided musical entertainment on February 15 at Williams Senior Dining Center, with 20 persons in attendance.
- A motivational in-service was held on Tuesday, March 8, at Riverside Friendship Center. Staff, volunteers, and the general public were invited and approximately 105 persons attended.
- A program on Stroke Prevention was presented by the Saginaw Valley State University School of Nursing students on March 14 at Riverside Friendship Center; 57 persons attended.
- Publicity on agencies offering free tax preparation for seniors and others was included in the Wonderful Times and in flyers to all the Dining Centers.
- Division on Aging was awarded \$2,036 in American Recovery and Reinvestment Act (ARRA) funds in March. These funds were used to pay for approximately 1,000 meals for the Dining Center participants to use if the Dining Centers are closed.
- On March 29, a five-pack of shelf staples meals were delivered to all grant-funded Home Delivered Meals clients. A total of 1,845 meals were provided for use on a closed day.
- A Bay 3-TV spot was taped in February regarding two scams targeting senior citizens in Bay County. An article cautioning readers on these scams was included in the March issue of the Wonderful Times newsletter.
- Bay County submitted an application for Federal funding to the Office of Violence Against Women in the Department of Justice. Partners in the proposed program include the Sheriff Department, the Prosecuting Attorney's Office, the Bay Area Women's Center, the Department of Human Services (Bay County), and Region VII Area Agency on Aging. The grant funds, if approved, would be used for training, as well as outreach and services for victims of elder abuse.
- Acrylic painting classes were held on January 3 (18 participants), February 7 (14 participants), and March 7 (24 participants).
- Information on utility assistance programs was included in the February issue of the Wonderful Times newsletter.

Emergency Preparedness (EP)

Meetings/trainings attended by Division Manager over the quarter:

- Region 3 HPN Advisory Committee Meetings
- Region 3 HPN Planning Board Meetings

- Region 3 EPC Meetings
- MDCH OPHP Monthly EPC Conference Calls

In addition to monthly Health Department staff meetings, monthly 800 MHz radio drills for MDCH OPHP, Region 3 HPN, & 3rd District Emergency Management, and monthly 3rd District Emergency Management E-Team Drills, staff participated in the following activities:

January

- Emergency Preparedness & Health Education Division Staff Meeting
- Region 3 HSPB CPPC Meeting (Melissa)
- GLC-SOPHE Conference Planning Teleconference (Melissa)
- GLC-SOPHE E-Board Teleconference (Melissa)
- Attended Bay County Training & Exercising Planning Workshop (Melissa)
- LEPC Meeting (Melissa)
- Pandemic Influenza Grant Planning Meeting w/Division Staff

February

- Bay County Tabletop Exercise Subcommittee Workgroup Meeting (Melissa)
- GLC-SOPHE Conference Planning Teleconference (Melissa)
- GLC-SOPHE E-Board Meeting (Melissa)
- Held First Round Interviews for Vacant Community Health Educator/Health Analyst Position
- Attended Public Health Preparedness Summit (Melissa)

March

- Held Second Round Interviews for Vacant Community Health Educator/Health Analyst Position
- Region 3 HSPB CPPC Meeting (Melissa)
- Bay County Tabletop Exercise Design Team Meeting (Melissa)
- GLC- SOPHE E-Board Teleconference (Melissa)
- Region 3 HSPB CPPC Meeting (Melissa)
- Participated in Bay County IMT Tabletop Exercise (Melissa)
- CPR Re-Certification (Melissa & Rachelle)
- LEPC Meeting (Melissa)
- LPT Meeting (Melissa)
- NACCHO Health Rankings Webinars (All Staff)

Acronyms:

ARC = American Red Cross

ARRA = American Recovery & Reinvestment Act

BRMC = Bay Regional Medical Center

EAP = Emergency Action Plan

EOC = Emergency Operations Center

GIS = Geographic Information Systems Educators

HPN = Healthcare Preparedness Network

HSPB = Homeland Security Planning Board

ICS = Incident Command System

JIC = Joint Information Center

LPT = Local Planning Team

MIHAN = Michigan Health Alert Network

PHEP = Public Health Emergency Preparedness

SOP = Standard Operating Procedure

MDCH OPHP = Michigan Dept. of Community Health Office of Public Health Preparedness

MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division

REMS = Readiness and Emergency Management for Schools

CDC = Centers for Disease Control and Prevention

EMC = Emergency Management Coordinator

EPC = Emergency Preparedness Coordinator

GLC-SOPHE = Great Lakes Chapter Society of Public Health

HSEEP = Homeland Security Exercise and Evaluation Program

HST = Homeland Security Team Meeting

ISD = Intermediate School District

LEPC = Local Emergency Planning Team

MEMS = Modular Emergency Medical System

NEHC = Neighborhood Emergency Help Center

SNS = Strategic National Stockpile

T&EPW = Training & Exercise Planning Workshop

Environmental Health Division

FOOD SERVICE		SEPTIC, WELL, AND MISC.	
Fixed Food Est. Inspections	155	Parcels Evaluated	29
Mobile, Vending, & STFU Inspections	3	On-Site Sewage Disposal & Tank Permits Issued	11
Temp. Food Est. Inspections	5	Alternative/Engineered Sewage Systems Approved	0
Follow Up Inspections	15	Failed System Evaluations Conducted	1
Plans Received for Review	0	Sewage Complaints Investigated	4
Plans Approved	2	Well Permits Issued	4
Consumer Complaints Investigated	17	Abandoned Wells Plugged	2
Food borne Illness Complaints Investigated	0	DHS Related Inspections Completed (Day Cares, AFC Homes, Etc.)	3
Pool Inspections	0	Cremation Permits Processed	124
Follow-up Pool Inspections	0	Body Art Facility Inspections	0
Campground Inspections (2010)	0		

- The Bay County Health Department is working with Corporation Counsel to develop an agreement with Saginaw Valley State University to house rapid testing method equipment to track DNA and provide source tracking of Bay County beaches and surface waters. The agreement is set to be completed by the middle of April and the

equipment purchased and deployed by May of 2011.

- Robert Hill and Joel Strasz presented findings from the 2010 Bay County beach samplings and sanitary surveys to the Michigan Environmental Health Association on March 17, 2011.

Family Planning

Number of Unduplicated Persons Receiving Services in Family Planning Clinic	Number of Encounters in Family Planning Clinic
499	603

Health Education and Wellness

January

- Health Educator Specific Activities-Rachelle:
- Blue Cross Blue Shield CAC Meeting
- Immunization Coalition Meeting
- Breastfeeding Coalition Meeting
- EPA Cooperative Agreement Meeting
- Tobacco Free Michigan Meeting
- Conducted Four Tobacco Presentations at Bay City Western Middle School
- Conducted Four Tobacco Presentations at Bay City Central High School

February

- Health Educator Specific Activities-Rachelle:
- Tobacco Contractors Training Webinar
- Eat Safe Fish Grant Cooperative Agreement Meeting
- Conducted Four Tobacco Presentations at Bay City Western Middle School
- Conducted a Tobacco Presentations at Handy Intermediate
- Conducted a Tobacco Presentations at Kolb Elementary
- Conducted a Tobacco Presentations at Washington Elementary
- Health Educator Specific Activities-Julie:
- Eat Safe Fish Presentation to Bay County Breastfeeding Class
- Completed FEMA IS 100.b & 200.b Courses
- Building Healthy Communities Grant Conference Call
- Organized BCHD & Division on Aging CPR Re-Certification Classes

March

- Health Educator Specific Activities-Rachelle:
- Eat Safe Fish Grant Cooperative Agreement Meetings (2) & Grant Awardee Kick-Off Meetings (3)
- Bay County Prevention Network Meeting
- Blue Cross Blue Shield CAC Meeting
- Health Educator Specific Activities-Julie:
- Submitted Building Healthy Communities Grant Quarterly Report
- Worked on Eat Safe Fish Grant web page
- Attended the Medical Society Public Health Fair with EPA Representative for Eat Safe Fish Grant

Employee Health & Wellness

The Weight Watchers at Work program began again in February. It will conclude in July, 2011.

Health Screening Clinic (HIV/STD)

The HIV/STD nurse investigated the following confirmed cases: 73 Chlamydia and 8 Gonorrhea.

Clients tested for STDs: 79 total

Clients tested for HIV: 44

Hearing and Vision Programs

Hearing Program:	Screened	Passed	Referred	Eval by Physician
Preschool aged:	99	93	6	0
School aged:	3,488	3244	94	79
Special Education:	176	158	4	4
Total Screened:	3,763	3,495	104	83

Vision Program:	Screened	Passed	Referred	Eval by Physician
Preschool aged:	99	91	8	2
School aged:	258	219	22	29
Total Screened:	357	310	30	31

Immunization Clinic

Vaccination	Number Administered
TB Test	55
Hep.A Adult	13
Hep.A Peds	110
Hep.A/Hep.B	16

Hib	64
HPV	62
Flu	108
PCV13	93
Rotavirus	24
Dtap	28
Dtap/IPV	19
MMR	35
IPV	13
Td	0
Tdap	248
Varicella	196
Dtap/Hep.B/IPV	39
Pneumonia	0
Meningococcal MCV4	252
Zoster	10
Hep.B Peds	4
Hep.B Adult	10
MMRV	10
TOTAL	1409

- Lisa Blackmer, RN performed 11 site visits to local county vaccine providers as part of the AFIX program.
- Special immunization clinics were held in February at Pinconning and Bangor Schools and during March at Essexville-Hampton schools and Bangor Schools.

Laboratory

Number of Tests: Clinical Services	381
Number of Tests: Water/Non-Clinical	391
TOTAL TESTS	772

Note: With new reporting software, the above stated numbers now reflect only well and water tests, as well as DNA extraction testing. Numbers of tests and clients can be found in other programs such as lead testing, family planning, communicable diseases.

The Laboratory is working with the Environmental Health Division to obtain and implement rapid testing methods for beaches in summer, 2011.

Maternal and Child Health Services

The Maternal Child Services Manager attended the following meetings and trainings:

January

- Adult Needs and Resources Taskforce Meeting
- Great Start Collaborative Meeting
- Maternal Infant Health Program In-service by Joni Detwiler
- Great Start Collaborative webinar on "WholeChildFlorida"

February

- Adult Needs and Resources Taskforce Meeting
- Maternal Child Health Program Thumb Regional Meeting
- "Back-To-School" A.R.R.A. Immunization Clinic-Pinconning
- Body Art Workgroup Meeting via teleconference
- Great Start Collaborative Steering Committee Meeting
- "Back-To-School" A.R.R.A. Immunization Clinic-Christa McAuliffe School
- Bay County Early Childhood Service Providers Meeting

March

- Body Art Workgroup Meeting-MPHI in Okemos
- Department Head Meeting
- Nurse Administrators Forum Meeting via teleconference
- Maternal Infant Health Program Coordinators Meeting-Gaylord

Maternal Infant Health Program (MIHP)

The Maternal Infant Health Program Staff attended the following this quarter:

January

- Jennifer Don attended a Community Baby Shower Planning Meeting
- Jennifer Don attended a Child Death Review Meeting
- MIHP In-service presented by Joni Detwiler (all MIHP staff attended)

February

- Jennifer Don attended the Self Sufficiency Taskforce Meeting

- Jennifer Don attended a Community Baby Shower Planning Meeting

March

- Jennifer Don attended a Child Death Review Meeting
- Jennifer Don attended a Self Sufficiency Taskforce Meeting
- The MIHP staff received 124 maternal and infant referrals. Of those, 24 infants and 21 maternal clients were enrolled in addition to the 142 clients currently enrolled in the program.

Women's Infants and Children's (WIC) Program

Bay County Health Department and Pinconning Clinic

	Certification	Education	Infant Evaluation	Nutrition Care -	Other	Priority Certification	Project FRESH	Recertification	TOTAL
January	36	114	67	35	125	129	0	343	849
February	14	95	64	27	112	99	1	318	730
March	19	113	55	41	112	169	0	339	848

Lead Test Billed

January	47
February	34
March	55

HOUSING DEPARTMENT

- The year started off with a bid opening to upgrade all of our indoor common area lighting to energy efficient lights, plus change out our old camera system. Taunt Electric was the low bidder and was awarded the contract. They will be starting work on those projects in April.
- We welcomed Kip Burns to our staff family and said good-bye to Tim Keyes at the beginning of the year.

- Seminars during the first quarter included "Congestive Heart Failure" and "Veteran's Benefits".
- Once the weather warms we will also be re-caulking all the windows in the building and upgrading the parking lot lights to more energy efficient lighting.
- The Director attended the Michigan Directors Conference in Grayling in February.
- Our annual audit was started in late March by Smith & Klaczkiwicz, PC from Saginaw.

JUVENILE HOME/CHILD CARE FUNDS

- The facility staff are utilizing Safe Crisis Management. Safe Crisis Management is a de-escalation program to assist staff in diffusing volatile situations with aggressive residents utilizing the least amount of restriction.
- Director attended the Michigan Juvenile Detention Association Administrator's Conference, HSCC meeting, Tri-Cap Board meetings, and Community Corrections Advisory Board meetings.
- Successfully passed the Michigan DHS Licensing Interim Inspection in March.
- In the process of implementing a paperless filing system to track residents through BizStream.
- Continue to house out of county residents for detention at a daily rate.
- Interviewed and hired two part time Youth Development Workers.
- Continue to oversee and report the Justice Assistance Grant benefiting the Sheriff's Office and Bay City Police Department.

Census Overview

Month	January			February			March		
	Bay	Out	Total	Bay	Out	Total	Bay	Out	Total
Total Days	164	148	312	188	156	344	257	140	397
Average Daily Population	5.29	4.77	10.0	6.71	5.57	12.3	8.29	4.52	12.8
Billed for out of county		21,900			23,700			20,850	

Community Corrections

- The Community Corrections Mid Year Report for FY2011 has been completed and submitted to the Office of Community Alternatives. In summary, Bay County Community Corrections is on pace to meet the projected number of new enrollees in each of the programs that are administered.
- The Bay County Community Corrections Coordinator has recently submitted a request for a budget adjustment that would bring approximately \$14,000 of additional funding to

the Community Corrections office. This money is being offered as a one-time, 9.5% budget appropriation for FY2011. Bay County's plan is to use a portion of this money to fund participation in a multi-phase Pretrial Services project that is aimed at improving jail utilization. It was proposed that the other portion of the appropriation be used to implement the strategies developed through the Pretrial Service project, possibly through the hire of a part-time employee.

- Jail overcrowding and effective jail utilization continues to be a concern for Community Corrections. Currently, the coordinator is working on a report that reflects Bay County's proportion of unsentenced/sentenced inmates that are housed in the Bay County jail. These percentages will be compared to other counties across the state with a similar sized jail and comparable amounts of yearly intakes. It is the coordinator's hope, depending in large part on the approval of the budget appropriation, to further develop the structure of the Pretrial Services program. In doing so, Community Corrections would seek to target offenders before their arraignment, in an effort to help mitigate the number of jail admissions. This would mainly be achieved through bond recommendations, supervision while on bond, and frequent substance abuse testing.
- The coordinator has been asked to be a permanent member of the MPRI Steering Team. In addition to these monthly meetings, the coordinator also attends monthly Tri-Cap board meetings, monthly Circuit Court Probation staff meetings, and hosts a bi-monthly CCAB meeting.

Program Numbers for FY2011

Program	Number of New Enrollees	Jail Bed Days Saved
Pretrial Services	44	5171
Outpatient Treatment	21	417
Residential Placement	18	655
Cognitive Change Program	25	667
Drug Testing Program	30	5154

MSU EXTENSION

Michigan State University (MSU) Extension is an educational outreach unit of Michigan State University. While working in the community, non-traditional educational programs are provided to help families, whether in farm, rural, or urban settings, to survive. Education provided by MSU Extension extends beyond the brick-and-mortar assistance that may be of interest in other areas of community support.

Children, Youth, and Family Programs: Family Consumer Sciences, Supplemental Nutrition Assistance Program (SNAP), and Breast Feeding Initiative (BFI) –

- There were a total of 88 contacts made with adults, senior citizen, and youth participants who completed SNAP-Ed nutrition programming in the first quarter of 2011. These lessons of one time or group presentations were held in participant's homes, senior high-rise, Delta College, for the American Dream - Bay Literacy Council, and Head Start.

- There were a total of 83 contacts for the purpose of support to breastfeeding mothers this quarter. These contacts were done through phone contact, home, hospital, and WIC site visits. The Breastfeeding Club of Bay County renewed in January 2011. It is held on the 2nd Tuesday of each month with a morning session held at the Bay County Health Department and an evening session held at the MSU Extension - Bay County office.

Children, Youth, and Family Programs: 4-H Youth Programs –

- 4-H brought in 2011 with several events and activities. Our club-style 4-H youth and leaders resumed meeting after the holidays. That also includes our Councils and Associations. The Bay County 4-H Livestock Association has a new face for the new year. Although they may look the same, our 4-H Livestock Association is now includes our horse project area. The Bay County 4-H Horse Advisory Council dissolved and joined forces with the 4-H Livestock Association to create strength in all of our livestock project areas. Youth will have several opportunities to learn and grow from traditional livestock and horses, rather than choosing one or the other. Keep a look out at the Bay County Fair and Youth Exposition for a new, brighter image in the horse barn.
- The Bay County 4-H Livestock Association held an educational workshop focusing on horses, beef, sheep, poultry, rabbits, and hogs. This workshop was held at the Auburn Library with over 45 youth and adult volunteers working together to provide fun, interactive games to teach the youth about their project area of interest. A hands-on educational workshop is planned for May at the Bay County Fairgrounds. This will be an opportunity for youth to learn showmanship, fitting and grooming, and market-class showing with an animal in the hands-on format.
- Thank you to all who supported the 7th Annual Bay County 4-H Livestock Association Spaghetti Dinner fundraiser. With a lot of hard work, dedication, and fabulous kitchen skills, our youth and adult volunteers worked together to serve over 225 dinners. Our silent auction also went well. All proceeds benefit the youth in the Bay County 4-H Livestock Association.
- In celebrating the new year, Bay County 4-H also held two very important celebrations. The first is the Bay County 4-H Youth Awards Banquet. Over 100 awards were given to 4-H youth who participated in the program during the 2009-2010 program year. A few highlights included: The DARE YOU Award - Sara Jo Stender; All Around Achievement Award - Briana Buffman and Seth Schlatter; and the Friends of 4-H Award - Chemical Bank and The Kiwanis Club of Bay City. The second celebration recognizes our adult volunteers. Two Leaders of the Year were named for the 2009-2010 program year: Mike Meier and Michelle Field. Both are members of the Bay County 4-H Advisory Council and have given countless hours showing their leadership to the youth of Bay County. Congratulations to all youth and adult volunteers for all of their accomplishments.
- Programming at the Bay County Juvenile Home continues with the Why Try curriculum. This curriculum focuses on drop out prevention, violence prevention, drug and alcohol prevention, truancy reduction, and increasing academic success. Youth are learning

how their actions, consequences to their actions, and positive decision making. Why Try will continue throughout the school year. Stay tuned to see what type of programming will be happening at the Juvenile Home this summer!

PERSONNEL & EMPLOYEE RELATIONS

No Report Submitted.

PUBLIC DEFENDER & CRIMINAL DEFENSE

No Report Submitted.

9-1-1

- We will soon be testing the two new sirens recently added to our siren system. There are currently warning sirens located in Veterans Memorial Park in Bay City. Those sirens are designed to alert individuals that are outdoors in the park when an event occurs. The supervisor on duty has programmed announcements that can be activated in as little as five seconds. The two new sirens are located at Center and Lincoln in Bay City and State Park Drive near Lauria Rd. in Bangor Township. The complete cost for those two sirens are \$39,800 and that includes a five year warranty, two-way digital status monitoring as well as the necessary options to integrate the two new sirens into our existing siren system. We anticipate adding at least two more sirens later this year to our Bay County Warning System.
- In addition to our siren system alerting residents during weather emergencies we are also looking at another way of warning Bay County residents before, during and after emergencies and disasters. We believe a wireless emergency notification system will provide Central Dispatch a fast and reliable way of communicating with Bay County residents. Such a system provides emergency messaging via land line telephone, cell phone, text, page, email and desktop alerts. The system is fully integrated with NOAA allowing for automated weather alerts such as flooding, tornados, winter storms and severe thunder storms. The GIS component will allow Central Dispatch and Emergency Management to delineate an emergency message to a specific geographic area. Being able to warn residents in those areas when they are under a tornado warning is part of emergency notification.
- The Bay County 800 MHz Tower Project is due to go live sometime in May of this year. The 45 foot tower and microwave dish is now in place on the roof of the Bay County Building. The tower and microwave dish installation took place on Saturday, March 12th. After nearly three years of planning and preparation the tower lift was completed in less than two minutes. The task was completed on a Saturday so the Bay County Building could be closed for safety reasons. The street was closed off and barricaded. The new tower generator is also hooked up to the Bay County Building and the radio equipment is in a secure area. While the tower is set to go live in May, it is believed our local

responders will not make the transition until later in the year. We believe the Township Fire Departments and some Police Agencies will transition to the MPSCS 800 MHz system first.

- The New World CAD System upgrade is due to go live sometime in May. Our CAD Build team worked with New World for two weeks at the Bangor Backup Center and when they are finished we will have a CAD system that works for Bay County. The CAD training will last at least three days for all users. Computer Aided Dispatch, known as "CAD," is the computer program that collects and processes enhanced 9-1-1 information including automatic number identification (ANI) and automatic location information (ALI), and also provides emergency unit location and availability. 9-1-1 Dispatchers use CAD to create emergency incidents; assign these incidents to law, fire or EMS responders based on CAD-generated unit recommendation; track resources; and track times associated with all 9-1-1 responses. CAD is the central collection point for almost all emergency incident information from sources including, telephone, radio, other dispatch system interfaces and Law and Fire databases. CAD functions let 9-1-1 Dispatchers perform their jobs with ease, accuracy, efficiency and speed. The CAD database provides a wealth of information which staff and user agencies can collect and analyze information to constantly improve public safety.
- Each year, the second full week of April is dedicated to the men and women who serve as public safety telecommunicators. The official name of the week when originally introduced in Congress in 1991 was "National Public Safety Telecommunicators Week." We recognize their dedication and hard work. During this time of change and economic uncertainty, the citizens of Bay County have the assurance of knowing they can depend on the dedication of the dispatchers at Bay County Central Dispatch to safeguard and assist them in every way possible. They really do go above and beyond in the performance of their duties, and for that we should be proud. We thank them for their service.

Emergency Preparedness & Management Division

January

- Attended Bay Arenac ISD School Safety Meeting
- Researched several Mass Notification Systems
- Worked with local community on siren system project
- Assisted several agencies with Homeland Security Grant Projects
- Worked on functional Needs Mass Shelter project
- Attended 3rd District Meeting
- Conducted annual T&EPW with local first responder agencies
- Chaired Regional Citizens Preparedness and Participation Committee
- Attended Regional Board Meeting
- Attended Regional Vulnerable and Critical Infrastructure Committee Meeting
- Attended Region 3 All-Hazards IMT planning meeting
- Attended Region 3 First responders Resource Committee Meeting

- Developed 800 MHz Radio Templates for Law Enforcement, Fire and EMS
- Attended Bomb Threat Assessment Training Class
- Attended Fire Chiefs Meeting
- Attended 911 Tech Meeting
- Chaired LEPC Meeting

February

- Bay County Board approved the Bay County Hazard Mitigation Plan
- Developed 800 MHz Radio Templates for Law Enforcement, Fire and EMS
- Worked on LEPC Plans
- Conducted Initial Planning Conference for Long Term Care TTX
- Met with Animal Control to develop Animals in Disaster Plan
- Researched several Mass Notification Systems
- Met with Exercise Design Team to develop Long Term Care TTX
- Developed objectives, Major and Minor Events for Long Term Care TTX
- Attended Regional Board Meeting
- Conducted CERT Meeting
- Met to update the RHSS
- Attended HPN Meeting
- Conducted LEPC Subcommittee Meeting
- Attended Regional Vulnerable and Critical Infrastructure Committee Meeting
- Presented at Pinconning Noon Rotary
- Aided Municipalities with their adoption Hazard Mitigation Plan
- Attended Fire Chiefs Meeting
- Attended 911 Tech Meeting
- Attended Region 3 All-Hazards IMT planning meeting
- Attended Region 3 First responders Resource Committee Meeting
- Developed 800 MHz Radio Templates for Law Enforcement, Fire and EMS
- Attended Regional Governance Committee
- Attended District 3 Meeting
- Chaired Regional Citizens Preparedness and Participation Committee
- Attended Regional Critical Infrastructure Committee Meeting
- Submitted ACJs to Region on behalf of local Responder agencies
- Dealt with several issues related to new Bay County flood plain maps
- Attended Critical Infrastructure Training
- Met with adhoc Regional Group on Functional Needs shelter issues

- Assisted several agencies with Homeland Security Grant Projects

March

- Developed 800 MHz Radio Templates for Law Enforcement, Fire and EMS
- Submitted HMEP Grant packet for the LEPC to MSP-EMHSD
- Conducted LEPC Subcommittee Meeting
- Developed School Evacuation – Table Top Exercise Materials
- Added Functional Needs component to the Bay County Mass Evacuation Plan
- Met with Exercise Design Team several times to develop Long Term Care TTX
- Aided Municipalities with their adoption Hazard Mitigation Plan
- Chaired Regional Citizens Preparedness and Participation Committee
- Met with adhoc regional group to plan volunteer conference/workshops
- Met with adhoc Regional Group on Functional Needs shelter issues
- Attended District 3 Meeting
- Attended Regional Homeland Security Board Meeting
- Chaired LEPC Meeting
- Attended Regional Critical Infrastructure Committee Meeting
- Attend Regional First Responders Resource Committee
- Attended Regional Governance Meeting
- Assisted Northern Bay Ambulance with the procurement of 800 MHz Radios
- Assisted several agencies in ACJ development
- Met with LEPC Planning Sub-committee
- Continued to plan for Long Term Care TTX
- Continued to plan for School Evacuation TTX
- Updated EOC call down list
- Attended regional Governance Meeting
- Chaired LPT meeting
- Worked with local community on siren system project
- Assisted several agencies with Homeland Security Grant Projects
- Updated the Damage Assessment EAG Annex

Acronyms:

NWS= National Weather Service

IMT= Incident Management Team

NIMS= National Incident Management System

PEM= Professional Emergency manger

CERT= Citizens Emergency response Team

DPW= Department of Public Works
EOC = Emergency Operations Center
EOP= Emergency Operations Plan
NEHC= Neighborhood Emergency Help Center
EAG= Emergency action Guidelines
MSP EMHSD = Michigan State Police Emergency Management & Homeland Security Division
MEMAC = Michigan Emergency Management Assistance Compact
ISD = Intermediate School District
LEPC = Local Emergency Planning Team
LPT = Local Planning Team
HPN = Health Preparedness Network
HSEEP = Homeland Security Exercise and Evaluation Program
EMC = Emergency Management Coordinators
FSE = Full Scale Exercise
GIS = Geographic Information Systems
EAP Emergency Action Plan
PSAC = Public Safety Answering Center
TRANSCAER = TRANSportation Community Awareness and Emergency Response
EMPG= Emergency Management Program Grant
JIC = Joint Information Center
PJF = Project Justification Forms
T&EPW = Training & Exercise Planning Workshop
HST = Homeland Security Team Meeting
ACJ = Authorized Cost Justification Form
REMS = Readiness and Emergency Management for
Schools
EMNet = Emergency Management Network
ICS = Incident Command System
PSIC = Public Safety interoperability Communications
BSIR = Biannual Strategy Implementation Reports
WPS = Wireless Priority Service
GETS = Government Emergency Telecommunications System
AAR-IP = After Action Report – Improvement Plan
COOP = Continuity of Operations Planning
PIO = Public Information Officer
NIMSCAST = National Incident Management System Compliance Assistance Support Tool
CCC= Citizen Corp Counsel
CPPC= Community Preparedness and Participation Committee
TTX = Table Tope Exercise
RHSS = Regional Homeland Security Strategy

